

## Batch Resizing in PaintShop Pro®

Welcome to this tutorial using "PaintShop Pro®". In this tutorial you will learn how to record a Script and then use that script to perform a Batch Process.



### What you will Learn

- Recording a script and saving it
- Using the script you have created to do a Batch Process

## Part 1: Recording a Script in PaintShop Pro

The following steps will guide you through the process of recording and then saving a script in PaintShop Pro.

### Steps 1 Through 7

1. A batch resize is very useful when preparing to upload multiple images to the internet or to send via e-mail.

To prepare for this project you will need to have a folder containing a group of images you wish to resize and create a new, empty folder in Windows which will later be used to store the new images created by the Batch Process.

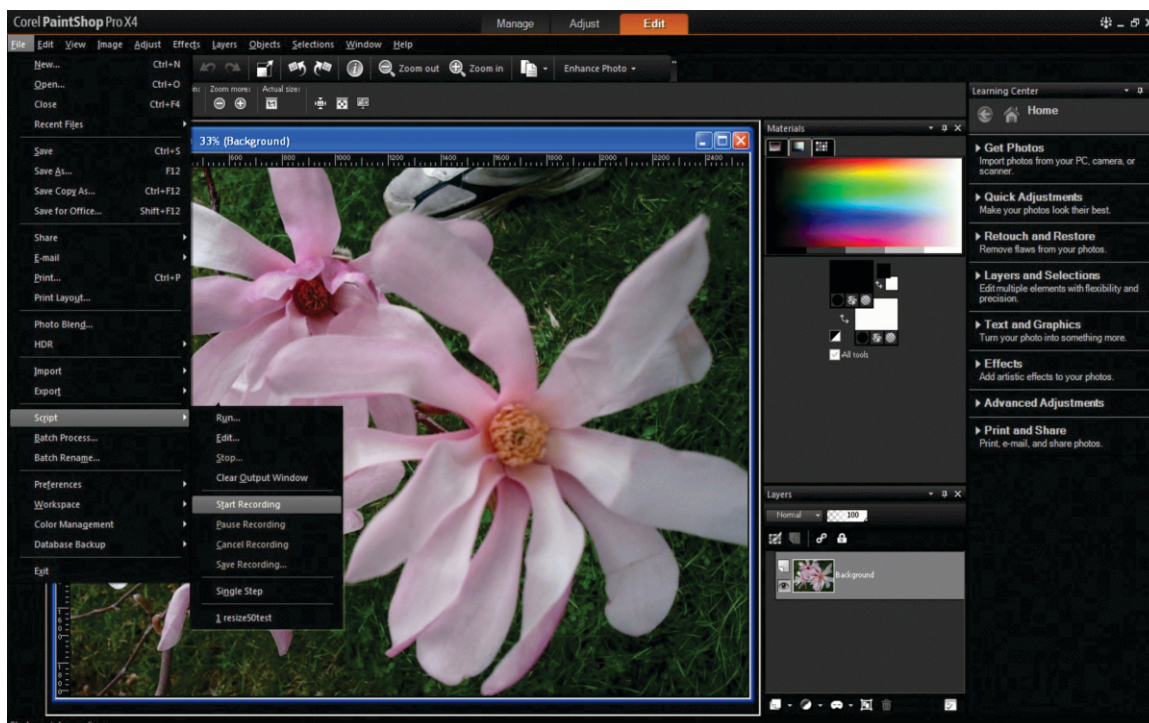


Flower Images



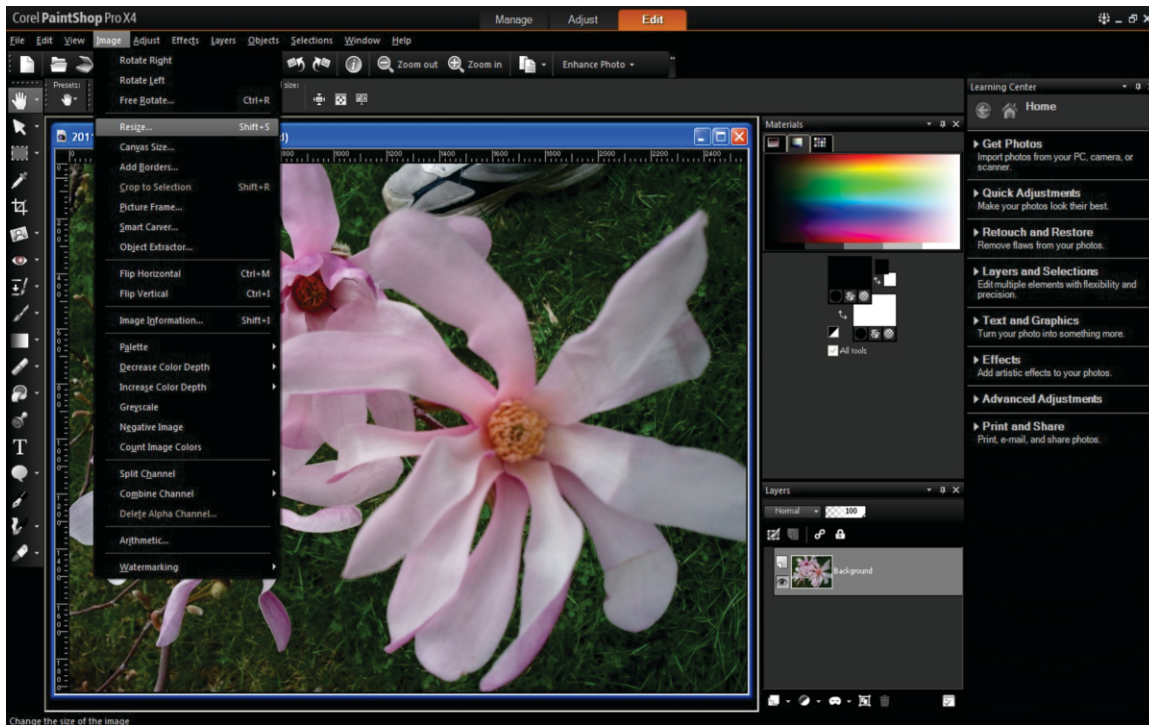
Resized images

2. Launch PaintShop Pro making sure to choose the **Edit** tab at the top of the screen. Open the File menu and select a sample image. It does not matter which image you select as it will simply be used to create a Script that can later be applied to multiple images.



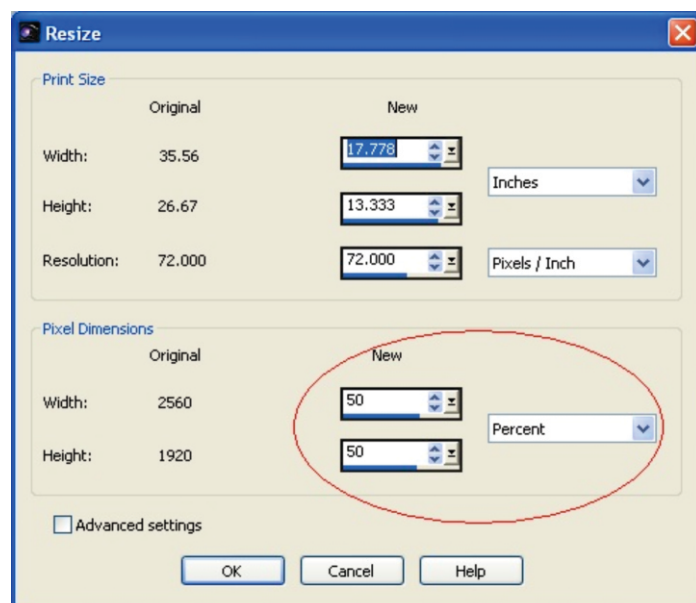
3. In the File menu Select **Script** and then click **Start Recording**

4. Click on the **Image** menu and choose **Resize** from the drop-down list.

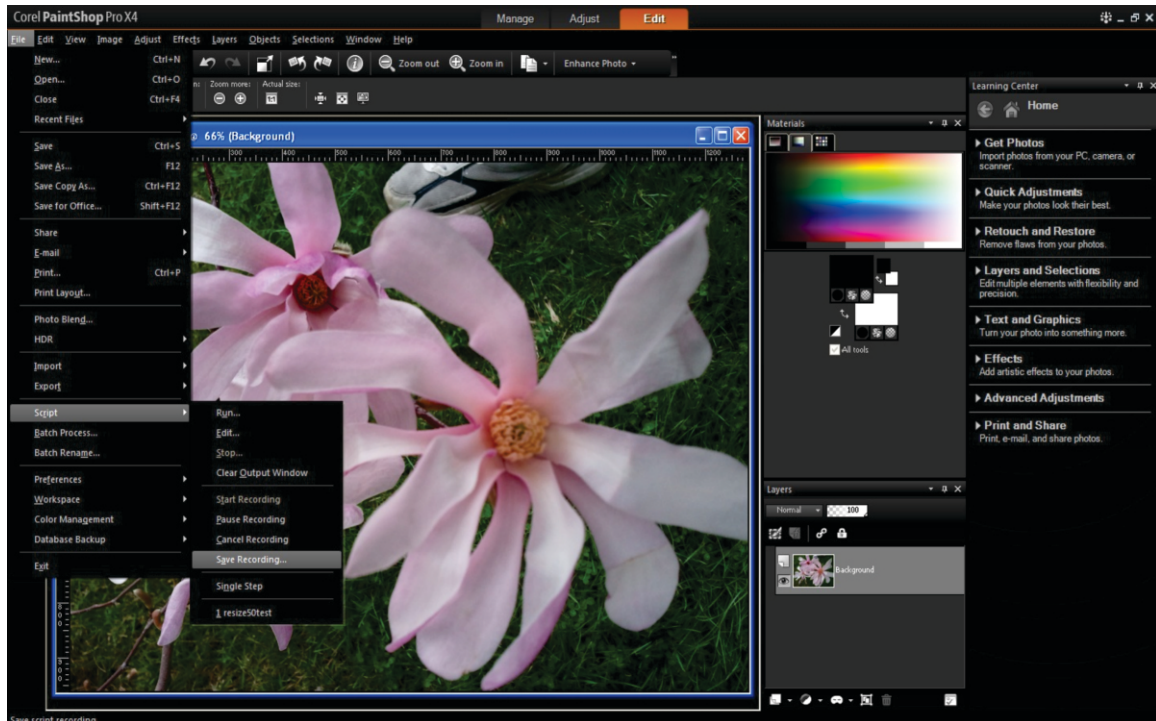


5. In the **Resize** dialog box, adjust the Percent option to **50** for Width and **50** for Height. After doing this, click **OK**

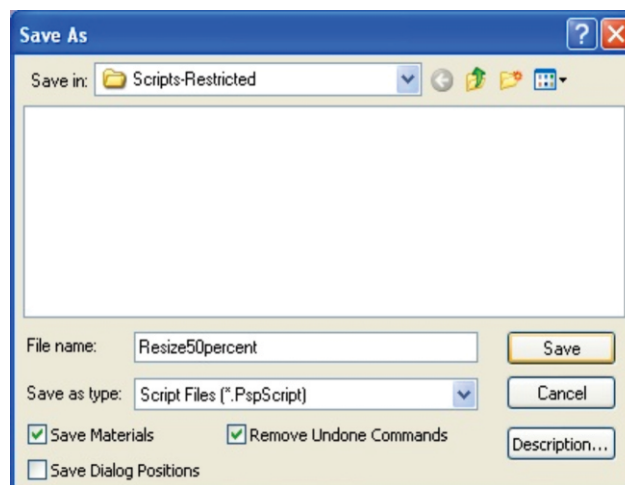
Please note that if the option **maintain aspect ratio** is selected in the **advanced options**, changing the width will automatically change the height and visa versa.



6. Now that the resize has been done it is time to stop the script. Click on the **File** menu, choose **Script** and click on **Save Recording**.



7. Give the script a name that is relevant to the task it performs. In this tutorial the script will be named "Resize50percent". Click **OK** and the script will be saved. The image used to create the script can be closed and need not be saved.



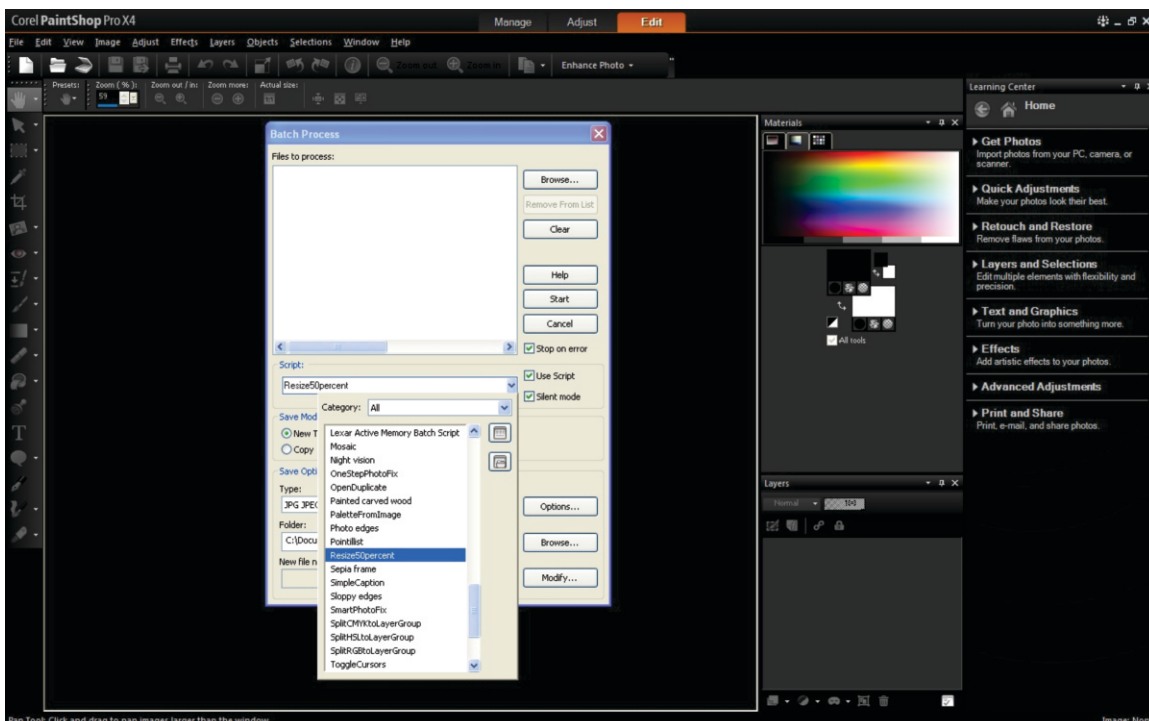
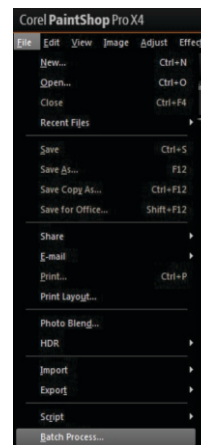
## Part 2: Batch Processing in PaintShop Pro

The following steps will guide you through the process of using the script you have created in Step 1 to do a Batch Process in PaintShop Pro

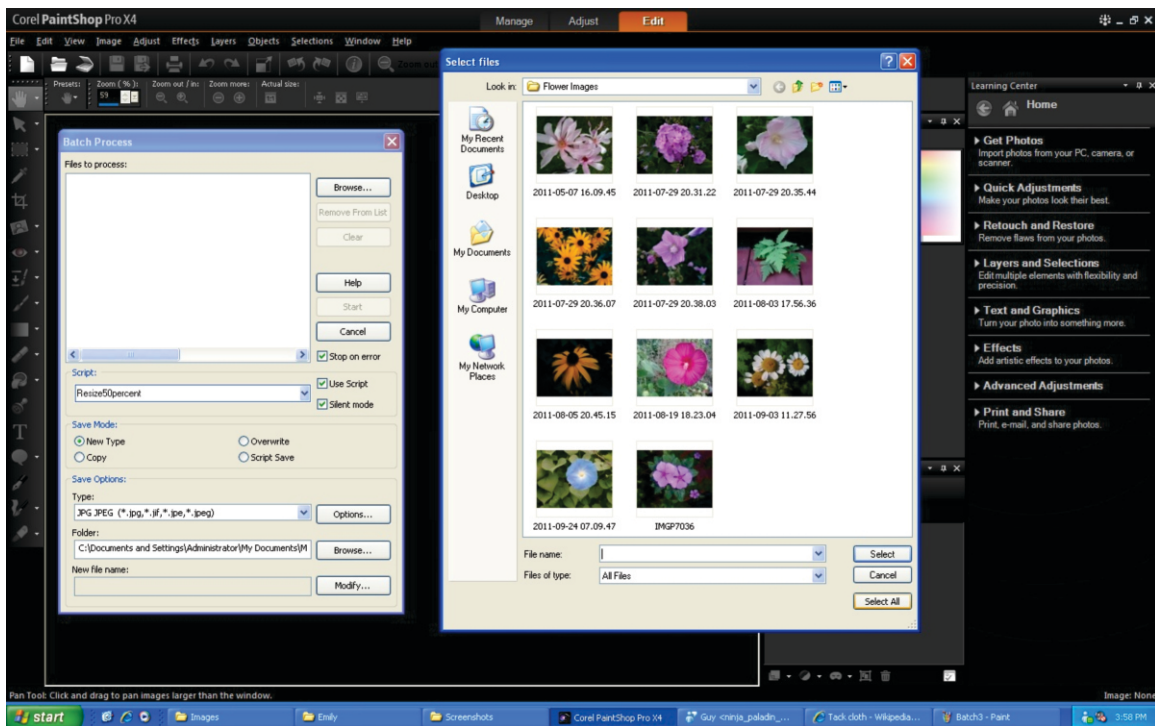
### Steps 1 Through 6

1. In the **File** menu, select the option **Batch Process** and this will open the Batch Process Dialog box as shown below.

2. In the Batch Process Dialog box, first make sure that there is a check mark in the box beside **Use Script**. This will allow you to choose the script that you created in Part 1 of this tutorial, from the drop down list.



3. Click **Browse** to choose the files which you will be resizing. The **Select files** Dialog box will allow you to select multiple images. Click **Select All**

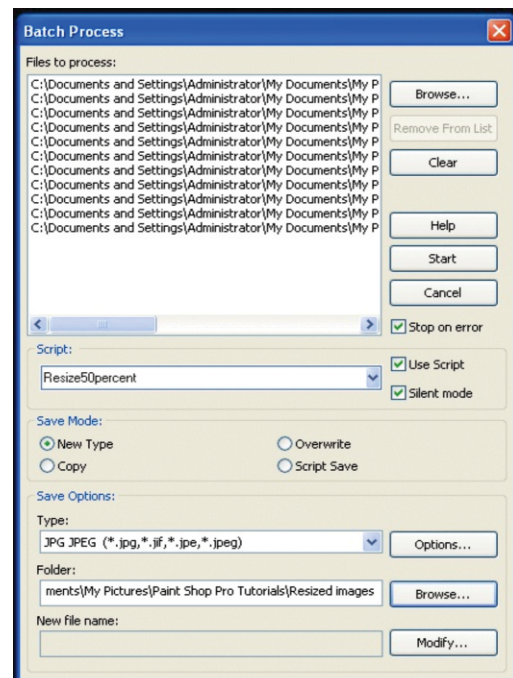


4. After selecting the images, you will need to select the folder for the re-sized copies to be placed in.

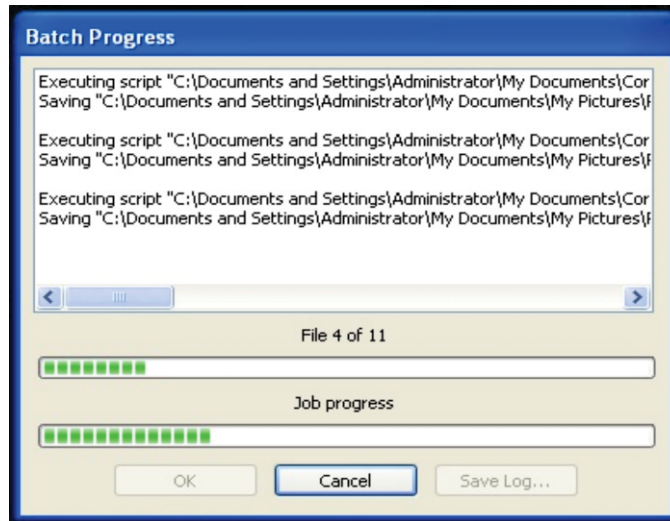
Browse to the folder you created at the beginning of Part 1 of this tutorial.

When you have chosen where the images will be saved the Batch Process Dialog should appear something like the one in this example.

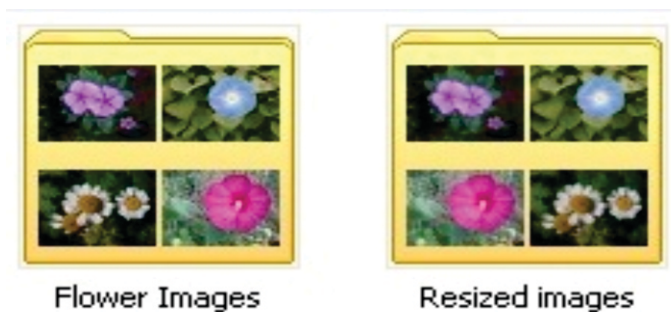
Click Start to Begin the Batch Process.



5. After clicking to Start the Batch Process a Dialog box will appear on the screen and show a detailed progress as it processes the images. After the Job progress is complete click **OK**



6. Now the empty folder you created at the beginning of this tutorial will contain copies of all the images you selected and each one will be exactly 50% the size of the original.



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